

Regular Meeting  
Board of Commissioners  
November 8, 2012

Prayer and Pledge to the United States Flag.

Meeting called to order by Chairman Horace Daniel.

Commissioners Horace Daniel, Larry Mathis, Melton Jones, and Frank Simmons were present.

Commissioner Edward Burten was not present.

Commissioner Mathis made a motion to approve minutes. Seconded by Commissioner Simmons. Carried by a show of hands.

Total amount of bills were announced by Chairman Daniel.

Road Department.....	\$95,895.43
Landfill.....	\$35,938.49
E-911 & EMA.....	\$43,241.32
Sheriff Department & Jail.....	\$34,488.78
Courthouse.....	\$29,523.67
Administrative & Other.....	\$493,922.54
Total.....	<u>\$733,010.23</u>

Commissioner Simmons made a motion to approve bills. Seconded by Commissioner Mathis. Carried by a show of hands.

Road Department Update – Dean Davis

Appointments:

1. Commissioners to present a Proclamation to Rotary Club for 75<sup>th</sup> anniversary to Skip Wommack who represents the Rotary Club.

Old Business: NONE

New Business:

1. Open Records Officer Resolution – Commissioners Mathis made a motion to approve Open Records Officer Resolution. Seconded by Commissioner Simmons. Carried by a show of hands.
2. Appointment of County Legislative Coordinator – Commissioner Simmons made a motion to appoint County Legislative Coordinator. Seconded by Commissioner Jones. Carried by a show of hands.
3. LMIG Engineering Services Contract Bids – Commissioner Simmons made a motion to accept AMEC (See attached). Seconded by Commissioner Jones. Carried by a show of hands.
4. Declare Surplus property – (5) 8 yr. old Dell desktop computers to sell on GovDeals.com. Discussed by Commissioners and agreed upon.

5. TIA Investment Act (Deepstep Road) – Commissioner Simmons moved for the County manage the Deepstep Road TIA project. Seconded by Commissioner Jones. Carried by a show of hands.

Chairman Comments:

**Executive Session: Land Acquisition**

Jones made a motion to go into Executive Session – Real Estate Acquisition. Seconded by Commissioner Mathis. Carried by a show of hands.

Chairman Horace M. Daniel



Date 11/28/12

County Admn./Clerk Chris Hutchings



Date 11/28/12

\*\*\*Board Minutes are unofficial unless signed\*\*\*

# COMMISSIONERS FOR THE PURPOSE OF NAMING AN OPEN RECORDS OFFICER, AN ALTERNATE OPEN RECORD OFFICE AND FOR OTHER PURPOSES

**Whereas**, the provisions of the Georgia Open Records Act, the "Act" (O.C.G.A. Section 50-18-70, *et seq.*), were amended by action of the Georgia General Assembly during its 2012 session; and

**Whereas**, the Act allows for the appointment of an Open Records Officer to whom all written requests for records must be made; and

**Whereas**, the Act further provides for notice of such change.

**Now, therefore**, pursuant to the provisions of the Act, the Washington County Board of Commissioners does hereby resolve as follows:

1. Chris Hutchings, Administrator/Clerk, is designated as the Open Records Officer and Shanika Wilcher HR/Payroll Coordinator, is designated as the Alternate Open Records Officer to act in the Open Records Officer's absence, both to act for Washington County and all of its related and subsidiary entities, herein the "County";
2. The term "County and all of it related and subsidiary entities" includes the following county departments and entities:

Road Dept. and Landfill	Law Enforcement Center	Clerk of Court
Recreation Dept.	Tax Assessors	Magistrate Court
Tax Commissioner	EMA/E-911	Probate Court
Board of Commissioners	Registrars	Elections
3. All written requests for records made under the Act directed to the County shall be made to the Open Records Officer, or in his or her absence, to the alternate;
4. The Open Records Officer is directed to cause all County websites to prominently display this designation and requirement;
5. The Open Records Officer is directed to notify the Sandersville Progress as the county legal Organ and any other media regularly covering County matters of the content of this resolution;
6. The Open Records Officer is directed to notify all county employees and volunteers that any requests made under the Act shall be directed to the Open Records Officer or his or her alternate; and
7. This action shall be effective immediately upon the notifications to the media and the changes to the website having been made.

Resolved this 8<sup>th</sup> day of November, 2012, by action of the Washington County Board of Commissioners.

BY:

  
CHAIRMAN

ATTEST:

  
COUNTY CLERK

(COUNTY SEAL)



## RESOLUTION TO APPOINT CLC

### Washington County Board of Commissioners Appointment of County Legislative Coordinator (CLC)

**WHEREAS**, legislative decisions made by the Georgia General Assembly increasingly impact county governments; and

**WHEREAS**, the Association County Commissioners of Georgia (ACCG) monitors and reports on legislative proposals on a regular basis during and after each legislative session; and

**WHEREAS**, ACCG regularly seeks input and comment from county officials and staff in assessing the impact of legislative proposals and in developing responses to such proposals; and

**WHEREAS**, to ensure an effective and accurate response, there must be a process whereby reports from ACCG and requests from ACCG for information or analysis of legislative proposals are directed to the most appropriate county officials or staff for a response.

**NOW, THEREFORE, BE IT RESOLVED** to most effectively respond to legislative proposals affecting counties, there shall be one county official or staff person designated by the Board of Commissioners to serve as the County Legislative Coordinator (CLC) for Washington County.

**BE IT FURTHER RESOLVED** that the CLC for Washington County shall have the following:

1. Access to all department head and county officials to obtain information and data.
2. Access to the members of the Board of Commissioners.
3. Working knowledge of county operations.
4. The ability and time to respond to request for information from ACCG policy staff in a timely manner.
5. Authority within the county government structure to request and receive timely responses to requests for information.
6. Knowledge of the various departments within the county and the points of contact within each to obtain information and feedback.
7. Ability to provide periodic reports to the member of the Board of Commissioners and other county officials regarding the legislative reports and activities of ACCG.

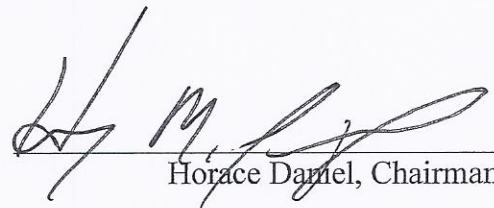
**BE IT FURTHER RESOLVED** that the Board of Commissioners hereby designates Chris Hutchings to serve as CLC for Washington County and until further notice.

**BE IT FURTHER RESOLVED** that notice of the appointment be immediately transmitted to the Association County Commissioners of Georgia.

This the 8<sup>th</sup> day of November, 2012.

ATTEST

  
Chris Hutchings, County Administrator/Clerk

  
Horace Daniel, Chairman

**Washington County Road Department**

P. O. Box 271  
1862 Kaolin Road  
Sandersville, GA 31082

Phone (478) 552-5330  
Fax 478-552-8052

November 7, 2012

**LMIG ENGINEERING SERVICES CONTRACT BID:**

Stantec Consulting .....	\$3,500.00
Moreland Altobelli Associates, Inc. ....	\$3,600.00
AMEC .....	\$2,000.00